

Job Position: Chief of Police, Town of Newfields

Posting Date: March 23, 2021

Salary Range: \$75,000 - \$90,000 per year

Closing Date of Application: April 30, 2021

Job Description and Minimum Qualifications:

The Department

The Newfields Police Department consists of 4 full time sworn officers, 4 part time sworn officers and 1 civilian personnel. The Department's command staff consists of the Chief of Police, Lieutenant and a Sergeant, who oversee all sworn and unsworn personnel.

Our sworn officers provide police services to approximately 1,820 residents for 18-20 hours per day for 365 days a year, with an approximate land area of approximately 8 square miles.

In 2020, the Department responded to approximately 8,500 calls for service.

The approved FY 2021 Operating Budget for the Police Department is \$516,842. For more information about the Town, the Police Department or to view the annual report, please see link:

<https://newfieldsnh.gov>

Needs and Expectations

- Create a clear vision of and goals for success for the organization.
- Establish and pursue effective two-way communication and transparency both within the Department and with key community stakeholder groups.
- Develop effective organizational leadership practices that provide good succession planning and professional development for the police force.
- Utilize the strong support of the Newfields residents while continuing to meet their high expectations of the Police Department.
- Develop and enhance local, state, and federal partnerships.
- Develop and maintain effective working relationships with Selectboard, the Town Department Heads, representatives of outside agencies, staff, and the public.
- Manage and allocate government resources optimally.
- Possess a strong understanding of and experience with technology and analytical-based decision- making.

- Continue to implement effective modern policing standards throughout all facets of the Department.

The Position

The Chief of Police will be an integral part of the Town's management team.

The Chief will be responsible for the operations, administration and oversight for patrol, investigations, school resource, and capital requirements.

The Police Chief is one of the most visible jobs in Newfields. Partnership with the community, including non-profits, local organizations and the private sector is essential for success. Integrity, the ability to develop staff, transparency, and community interaction/outreach are of paramount importance. The successful applicant needs to develop a collaborative working relationship with the community and demonstrate excellent listening and communication skills.

The Ideal Candidate

In addition to being ethical, well-qualified, and experienced, the successful applicant must possess certain traits that will be essential for success:

- In a smaller department, the Chief of Police must have strong hands-on administrative skills in addition to being a strong collaborator across the Town departments to properly manage the Department's budget, personnel, and other administrative functions.
- The next Chief of Police must have the knowledge and communication skills to comfortably discuss current issues in policing with anyone, including members of the community, members of the Police Department and the Selectboard. The community expects a creative, compassionate problem-solver who is committed to open and transparent communication.
- A genuine interest in coaching, mentoring, and developing people will be valuable.
- Strong collaboration and teamwork are needed to achieve success in smaller Towns with more limited resources. The successful applicant should have a proven record of succeeding in this type of team environment.
- A successful Chief must be able to balance service to the community, the Police Department, and the Town priorities.

Experience and Education

Minimum:

- Equivalent to a Bachelor's Degree from an accredited college or university in Police Science, Criminal Justice, Public Administration, or a closely related field.
- Preferred completion of a command level course in law enforcement.
- Ten (10) years of experience in law enforcement including drug investigations and enforcement and patrol activities, community relations, multijurisdictional activities. Demonstrated progressive promotion and advancement in responsibilities and rank.
- Five (5) years as a supervisor in the field.
- Or an equivalent combination of education, training, experience. Possession of, or ability to obtain within six (6) months of appointment, and maintain a valid New Hampshire Driver's License.
- NH certification or ability to earn one within six (6) months of hire.

Preferred:

- Equivalent to a Masters' Degree from an accredited college or university in Police Science, Criminal Justice, Public Administration, or a closely related field.
- Seven (7) years as a supervisor with an agency of similar size or larger.

Compensation and Benefits

The salary for this position will range from \$75,000 to \$90,000 per year.

In addition, benefits are provided which include: Health and Dental Insurance, Holiday Leave, Paid Time Off, Longevity Pay and professional development opportunities.

Recruitment Process/Timeline

All interested candidates should apply by *3:00 PM EST Friday, April 30, 2021* by submitting a compelling cover letter, comprehensive resume, and references via US mail to: Town Clerk, Town of Newfields, 65 Main Street, Newfields, NH 03856

You may also submit material via email to our Town Clerk at: suemckinnon@newfieldsnh.gov

The Town of Newfields is an Equal Opportunity Employer.

Anticipated Timeline:

Deadline to Submit: 4-30-2021 by 3:00 PM EST
 Police Chief Resume Review: May 2021
 Phone/Zoom First Interviews: May 2021
 Selection: Expected by June 2021

Job Type: Full-time

Pay: \$75,000.00 - \$90,000.00 per year

Benefits:

- Dental insurance
- Health insurance
- Paid time off
- Participation in NH Retirement